



# Building on Strength

2019 Research Administrators' Symposium

April 3-4 2019

#RFSYMPOSIUM    

BUILD. EMPOWER. IMPROVE. PARTNER.

## Call for Session Abstracts 2019 Research Administrators' Symposium

### ***Building on Strength***

We're excited to announce the 2019 Research Administrators' Symposium to be held on April 3 and 4 at the Desmond Hotel in Albany, New York. This year's theme, *Building on Strength*, sets the tone with recognition of the core strengths universally identified in our strategic planning process - our people and the collective knowledge of our business. The 2019 Research Administrators' Symposium will assemble those strengths and provide the opportunity for research administrators from across the SUNY system to learn, share and transform ideas into solutions.

#### Call for Abstracts

The symposium committee welcomes abstracts from administrators at all levels of expertise and experience, focusing on new approaches and good practices in all areas of research administration, including, but not limited to, pre-award, post-award, financial management, compliance, contracting/subcontracting, electronic research administration, intellectual property, and clinical trials. Proposed sessions can channel the four strategies of the 2019 RF Strategic Plan:

- **Empower:** Empower individuals with knowledge, authority, and tools to solve problems at the point of service.
- **Build:** Build on organizational strengths: flexibility, scale, internal controls, core functions, customer service focus, and dedicated, competent people across the enterprise with deep institutional knowledge.
- **Improve:** Remove administrative layers and barriers to principal investigator success through a discipline of measurable continuous improvement.
- **Partner:** Tailor research administration processes to accommodate new and different types of partnerships, especially with industry and private foundations.

#### Session Formats

Sessions can be presented in a variety of different formats, such as:

- **Presentation:** 75 minute sessions in which the audience listens and the presenter encourages participation and entertains questions.
- **Discussion:** 75 minute structured discussions on a key topic or challenge; presenters facilitate attendees' involvement.
- **Panel:** 75 minute sessions that discuss a topic with a select group of experts, often with varied perspectives. Panels require a chair to moderate.
- **Case Study:** 30 minute session that highlights specific stories of good practices, lessons learned or failed efforts. Real life experiences that serve as a learning tool.
- **Step-by-Step/How To:** 30 minute sessions that provide practical advice or implementation plans for successful projects, new technologies for learning, etc.



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## Abstract Format

Abstracts must include:

1. Title (descriptive of the content of the session)
2. Author/Lead: Name(s) and Institution(s)
3. Additional Presenters: Name(s) and Institutions(s)
4. Type of Session:
4. Audience: Beginner, Intermediate or Advanced
5. Brief description of session with focus on goals and audience take-away

## Evaluation Criteria

Abstracts will be reviewed using the following criteria:

- Relevance of topic
- Clearly stated purpose and objectives
- Timeliness of subject matter
- Creativity in an approach to a situation or in ways to manage it
- Broad applicability across the SUNY campuses

## Submission Deadline

Deadline for submission of abstracts is **October 30, 2018**. Please email abstracts to [learning@rfsuny.org](mailto:learning@rfsuny.org).

## Abstract Information Sessions

It is a goal of the symposium committee to offer a program that is balanced across the sponsored programs lifecycle. In order to do this, we call upon the experts at every campus to become involved and propose session topics. Please join us for one of the following informational sessions to learn more about the symposium and how you can become involved. We look forward to your ideas and participation!

### Abstract Informational Sessions

Session No. 1: Friday, October 3 – 9:30 am  
1-855-797-9485  
646451164 (access code)

Session No. 2: Tuesday, October 9 – 4:00 pm  
1-855-797-9485  
649536817 (access code)

**Keep up to date on the Symposium**

[www.rfsuny.org/rfsymposium](http://www.rfsuny.org/rfsymposium)